

Anthony G. Brown
Lt. Governor

Maryland Department of General Services
Administration • Facilities Operations & Maintenance
Facilities Planning, Design & Construction • Procurement & Logistics • Real Estate

This is a ***Position Specific Recruitment***. The list of eligibles will be used to fill a position/function with the Department of General Services, Facilities Planning, Design & Construction in Baltimore City. Persons interested in future vacancies in the Engineer Senior classification will need to reapply.

RECRUITMENT FOR: ENGINEER SENIOR, ELECTRICAL
Announcement # 08-2392-903
(List both the title and announcement number on your application.)

SALARY: \$42,867 - \$68,626 (Grade 17)

CLOSING DATE: Open and Continuous

POSITION DUTIES: The main purpose of this position is to review construction documents comprised of drawings, specifications, cost estimates, and calculations, prepared by A/E consultants. To design and produce construction documents as needed. Provide technical assistance to various State using agencies. Provide building inspection reports. Also participates in contractor's pre-qualification process.

LICENSES, REGISTRATIONS AND CERTIFICATES: All applicants must be currently eligible for registration as Professional Engineers in Maryland or in a State with comparable requirements. Criteria for the professional engineer license can be found on the Department of Labor, Licensing & Registration Website at <http://www.dllr.state.md.us>.

Notes: 1. Pertinent volunteer and/or part-time experience is acceptable. Please document the number of hours spent per week in this type of experience on the application form (MS 100).

RETURN COMPLETED APPLICATION TO: Department of General Services, Personnel Division, 301 West Preston Street, Room 1211, Baltimore, Maryland 21201.

SELECTION PROCESS: Your rating may be based on the information contained on the application form. Therefore, it is essential that you give complete and accurate information on your application. Successful candidates will be ranked as Best Qualified, Better Qualified, or Qualified and placed on the employment list. The list will be used by the hiring agency to select an employee. This eligible list will be in effect for one year.

EXAMINATION:

The examination may consist of a rating of your education, training and experience related to the requirements of this job. If you do not receive a request for supplemental information, the rating will be based on your application. Report all experience and/or education that is related to this job.

INFORMATION FOR CANDIDATES:

Applications: Applications may be obtained by visiting the Department of Budget and Management, Office of Personnel Services & Benefits website at: www.workformaryland.com; by writing to DBM, OPSB, Recruitment & Examination Division, 301 W. Preston Street, Baltimore, MD 21201; by visiting 300 W. Preston Street, First Floor, Baltimore, Maryland; or by calling 410-767-4850, toll free: 1-800-705-3493; TTY users call Maryland Relay Service, 1-800-735-2258. Your application is part of the examination process. Answer each question fully and clearly. Photocopies are acceptable provided there is an original signature and copied on standard paper (8 ½" x 11").

Qualifications: You must possess the minimum qualifications before you may be selected for a State job. Verification will be completed by the appointing authority. If you are scheduled to complete an educational or licensing requirement within six months of the examination, you may participate in the examination process. Permanent State employees may also complete necessary experience requirements within six months of the date of an examination. Credit is given for relevant part-time, temporary or volunteer experience based on the number of hours worked per week. You must include on your application, the time you spent in such activities. You must be legally authorized under the United States Immigration Reform and Control Act to be hired in the position for which you apply.

Eligibility: Applicants will be notified when and where to appear for written, oral or demonstration examinations. Some examinations may consist of an evaluation of relevant training and experience. If further information is needed, notice will be sent to the candidate. Candidates, who do not meet the minimum qualifications for the classification for which they apply, will not receive a ranking and their name will not appear on the eligible list.

Physical Examination: Eligible candidates may be required to pass a job related physical examination.